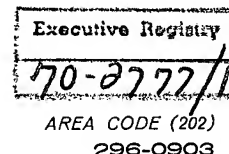


# NATIONAL INSTITUTE OF PUBLIC AFFAIRS

SUITE 610, 1825 K STREET, N.W., WASHINGTON, D. C. 20006

CARL F. STOVER  
*President*



May 12, 1970

Mr. L. K. White  
Executive Director-Comptroller  
2430 E Street, N. W.  
Central Intelligence Agency  
Washington, D. C.

Dear Red:

Plans for the third Charlottesville conference for the Executive Officers Group are nearly complete. I am, therefore, writing you to outline arrangements for the sessions and to ask you to confirm your attendance at the sessions.

Activities will begin with a reception and dinner on Thursday evening, June 25, on The Annex Terrace of the Boar's Head Inn. The sessions themselves will begin following dinner that evening. The last meeting during the conference will conclude at about 10:00 p.m. on Saturday evening, June 27. Guest rooms have been reserved for the entire Group from Thursday until Sunday, June 28. The Institute will be making all arrangements for your stay.

As in the past, the Institute will handle all accounting procedures for the conference. Please, therefore, sign your hotel account upon your departure. We will, in turn, bill you at the flat per diem rate of \$25.00 plus whatever personal expenses you have accrued (valet, long distance, etc.)

Approximately three weeks before the beginning of the conference you will receive a set of background readings pertaining to the general thrust of the meeting and to the special sessions. If this material is not in your hands by June 10, let me know.

Please write me about your travel plans as soon as is convenient. In addition to your arrival and departure dates, please indicate how you plan to travel and at what time of day you expect to arrive.

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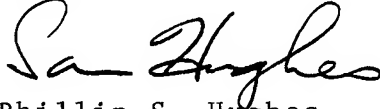
Mr. L. K. White

May 12, 1970  
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If you have any questions, please call me or John McGwire of my staff.

It will be good to see you again.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sa Hughes".

Phillip S. Hughes  
Acting President

Enclosures